

PRIVACY POLICY FOR ORKNEY GROUP LIMITED

INFORMATION WE COLLECT

We receive, collect, and store any information you enter on our website or provide to us in any other way. In addition, we collect the Internet Protocol (IP) address used to connect your computer to the Internet; login; e-mail address; computer and connection information and purchase history. We may use software tools to measure and collect session information, including page response times, length of visits to certain pages, page interaction information, and methods used to browse away from the page. We also collect personally identifiable information (including name and email), comments, feedback, product reviews, recommendations, and personal profile.

We collect information in the following ways:

- Information you give us:
 - Our website may require you to add your name, email, and phone number to receive further information about our services
 - We may ask for personal information, like your name, email address and telephone number to add you to our mailing system
- Information we get from your use of our website:
 - We collect information about how you interact with our website through Google Analytics. This information includes:
 - Device information: We collect device specific information (such whether you used a mobile device or PC)
 - Location information: We collect information about your location such as your city and country location

We use 'cookies' placed in the browser file to help us collect general information about the behaviour of visitors on our site. This helps us to constantly monitor and improve our website's functionality and personality. For more information about what cookies are and what they do, please see <https://allaboutcookies.org/>.

HOW WE USE INFORMATION WE COLLECT

- We use the information we collect from your interaction with our website to improve and develop our services and products to offer you tailored content – like email newsletters.
- We will ask for your consent before using information for a purpose other than those set out in this Privacy Policy.

TRANSPARENCY AND CHOICE

People have different privacy concerns. Our goal is to be clear about what information we collect, so you can make meaningful choices about how it is used. For example, you can:

- Unsubscribe from our email marketing database at any time by clicking unsubscribe in the Orkney Group email newsletter or by emailing sheryl@orkney.co.nz

INFORMATION SECURITY

Our company is hosted on the Wix.com platform. Your data may be stored through Wix.com's data storage, databases and the general Wix.com applications. They store your data on secure servers behind a firewall. We keep your information safe by not sharing it outside of our company.

UPDATING PERSONAL INFORMATION

You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or to have it corrected, please contact us at kevin@orkney.co.nz, or 0800368470, or PO Box 48086, Silverstream.

CHANGES

We reserve the right to modify this privacy policy at any time, so please review it frequently. Changes and clarifications will take effect immediately upon their posting on the website. If we make material changes to this policy, we will notify you here that it has been updated, so that you are aware of what information we collect, how we use it, and under what circumstances, if any, we use and/or disclose it.

Updated: 27 May 2022

TERMS AND CONDITIONS – ORKNEY GROUP LIMITED

This website is owned and operated by Orkney Group Limited. These Terms set forth the terms and conditions under which you may use our website and services as offered by us. This website offers visitors information about our services. By accessing or using the website, you approve that you have read, understood, and agree to be bound by these Terms.

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The site is designed to provide knowledge for information purposes only. We use reasonable efforts to ensure that the information on this website is accurate and current, but do not accept liability for any error or omission including typographical errors and/or technical inaccuracies. The information is not designed to provide financial, tax planning, accounting, investment, business or legal advice, in any way whatsoever. You must make your own assessment of the suitability of the content and/or the services included on this website for your own purposes. You are solely responsible for the actions and decisions you make in relation to the content on, or accessed through, this website.

You agree to indemnify and hold Orkney Group Limited harmless from any demands, loss, liability, claims or expenses (including attorneys' fees), made against them by any third party due to, or arising out of, or in connection with your use of the website or any of the services offered on the website.

To the maximum extent permitted by applicable law, in no event shall Orkney Group Limited, be liable for any indirect, punitive, incidental, special, consequential or exemplary damages, including without limitation, damages for loss of profits, goodwill, use, data or other intangible losses, arising out of or relating to the use of, or inability to use, the service.

To the maximum extent permitted by applicable law, Orkney Group Limited assumes no liability or responsibility for any (i) errors, mistakes, or inaccuracies of content; (ii) personal injury or property damage, of any nature whatsoever, resulting from your access to or use of our services; and (iii) any unauthorized access to or use of our secure servers and/or any and all personal information stored therein.

We reserve the right to modify these terms from time to time at our sole discretion. Therefore, you should review these pages periodically. Your continued use of the Website or our services after any such change constitutes your acceptance of the new Terms. If you do not agree to any of these terms or any future version of the Terms, do not use or access (or continue to access) the website or the service.

You agree to receive from time-to-time promotional messages and materials from us, by mail, email or any other contact form you may provide us with. If you don't want to receive such promotional materials or notices – please notify us at any time.

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